NATURAL NEWS

The Field Museum
Exploring
The Earth And Its
People

Weekly Staff Newsletter
December 31, 1998

First Annual Cleanup Week begins Monday

We will be starting the New Year with a clean slate—literally—when the first-ever Museum Cleanup Week commences on Monday.

This effort springs from a growing awareness of the problems caused by pests infesting Museum collections and damaging public exhibits. Larry Heaney of the Mammals division has shown that pests can most effectively be controlled by keeping floors free of paper, cardboard, and other materials which harbor colonies of pests.

The Museum Cleanup Week is our chance to accomplish two very important goals:

- To clear floors in every area of the Museum so that they can be more easily kept clean and free from pests.
- To clear away clutter and trash, making our offices, labs, and workshops more comfortable to work in.

The new Facilities Advisory Group and many individuals in departments around the Museum have put in a lot of hard work to organize the Cleanup Week. I want especially to thank Larry Heaney (since it was his idea in the first place, he got to chair the committee).

We should also be mindful of the extra work which will be placed on the Housekeeping department and Shipping Dock staff.

I urge everyone to participate in the First Annual Field Museum Cleanup Week. Not only will you have the chance to win great prizes for your area, but you'll have a cleaner workspace to show for it.

John McCarter

FIELD NOTES

Week of January 4, 1999

Public Events/Special Events

Museum open until 8 p.m. Monday

Museology
- Thursday 12:30 – 4 p.m.
  Clrm B

Origins Opens
- Saturday

Dinosaurs & More
- Saturday & Sunday
  11 a.m.– 3 p.m., Clrm A, LH1 & 2

Staff/Volunteer Events

Origins Volunteer Training
- Monday 5 – 10 p.m., Clrm A

Delta Dental Informational Meetings
- Tuesday 8 a.m., 11 a.m., 3 p.m.
  MWH

Origins Staff Preview
- Wednesday 3 – 4:30 p.m.

Annual Health & Benefits Fair
- Thursday 9 a.m. – 3 p.m., LH2

Origins
January 9 - May 31, 1999
Staff Preview Wednesday, January 6
3 - 4:30 p.m.

Take a journey through the history of human evolution: five million years....and counting. This new temporary exhibit explores how our ancestors used technology and language to respond to the challenges of their environments, and how we continue to do so today. Please call **Mia Schillace** at ext. 513 with any questions.

This exhibit is also a part of the city-wide Project Millenium, an extraordinary cultural and learning initiative taking place in Chicago and Illinois during 1999.

Submitted by **Mia Schillace**

PUBLIC SERVICES UPDATES

Holiday decoration strike

The strike of holiday decorations is scheduled for Monday, January 4 through Wednesday, January 8.

New Museum Parking Fees

		Current	*Effective January 1*
Daily Rates:	Cars	$5	$7
	Buses	$10	$14
Parking Lot (buyouts):		$750 per 200 spaces	$1,050 per 200 spaces
Parking Lot (attendant):		$55 per attendant and daily rate of $5	$60 per attendant and daily rate of $5

	Current	*Effective February 1*
Monthly Parking:	$40 per month	$45 per month
Employee Daily Coupon:	$3 per day	$4 per day

If you have any questions, please call ext. 564.

East elevator to be temporary blocked

There will be a temporary wall blocking the east elevator (by the Special Exhibit gallery on the Ground Floor and the Exhibition Center on the Main Level) from January 11 through January 22, while finishing touches are made on the *Underground Adventure* exhibit. The wall will be removed once the exhibit is completely installed.

Submitted by **Diane White**

ATM relocated

You may have noticed that the ATM cash dispensing machine has been relocated from Picnic in the Field to the South Entrance. It is still a First Chicago ATM and we think the new location will better serve our visitors and staff.

Submitted by **Carole Kasarda**

Ladies and Gentlemen:

START YOUR DUMPSTERS!!!

The **First Annual Field Museum Cleanup Week** is upon us! Next week (January 4-8) we will be working to clear *every area* of the Museum of paper, cardboard, trash, recyclables, and old items which have been saved for years but will never be used.

The best way to keep pests from damaging the Museum's research collections and public exhibits is to keep the floors clear so that they can be cleaned more thoroughly. A whole colony of dermestid beetles (the worst offenders) can live from birth to maturity on as few as six hairs!

So as you clean your area, pay special attention to ways you can get material off the floor (and keep it off the floor!). That way, Housekeeping will be better able to keep your area clean. During the week of January 11, when the cleanup is over, we will bring in a cleaning service to vacuum the whole Museum so that we really take advantage of everyone's hard work.

The Shipping Dock is prepared to receive trash, cardboard, paper, recyclables, and old furniture throughout Cleanup Week. You can make the process go smoothly by separating trash and recyclables.

We recognize that some areas of the Museum will not be able to participate next week. The Finance and Development areas are still closing the books on 1998, so they must delay their cleanup until February, and the Exhibits area has already held its cleaning as a pilot project.

Speak to your departmental contact person (see the list below) if you have questions. Wear your oldest jeans to work next week—you're likely to get kind of dusty!

Larry Heaney
"Hoover" Chair of Mammals

Departmental Contacts for Cleanup Week

Academic Affairs	Mark Alvey (580)
Anthropology	Sheila Wheatley (444)
Audio-Visual	Ron Hall (417)
Botany	Sue Hamnik (314)
Computer Services	Jim Koeppl (590)
ECP	Veronica Alexander (432)
Education	Phil Hanson (439)
External Affairs	Elree Smith (476)
Facility Planning	Andy Pavasars (380)
Finance	Erica Kelly (584)
General Counsel	Nancy DeDakis (642)
Geology	Carter O'Brien (293)
Hall C/Receiving	Angel Feliciano (456)
Housekeeping	Ali Obaidallah (455)
Human Resources	Joanna Surveyor (356)
Inst. Advancement	Rodger Patience (617)
Library	Ben Williams (280)
Merch./Stockroom	Taylor St. John (776)
Museum Affairs	Marla Camp (420)
Museum Campus	Christina Breslow (323)
Museum Stores	Salud Renteria (768)
Photography	John Weinstein (493)
President's Office	Julie Baker (216)
Project Millennium	Jackie Adams (764)
Public Relations	Laura Dini (859)
Public Services	Jackie Benitez (564)
Security	Monique Tarleton (322)
Special Events	Joanne Starkowicz (411)
Visitor Services	Carolyn Moon (341)
Zoology-Birds	Tom Gnoske (260)
Zoology-Fishes	Kevin Swagel (428)
Zoology-Herps	Cassie Redhed (271)
Zoology-Insects	Phil Parrillo (354)
Zoology-Invertebrates	Margaret Baker (430)
Zoology-Mammals	John Phelps (579)

All departmental contacts please plan to attend a short meeting on Monday, January 4 at either 9:30 or 11 a.m. in the Zoology Classroom

Some reminders about recycling as you prepare for the First Annual Field Museum Cleanup Week . . .

Paper recycling

All of these can be recycled: white and colored bond paper/copy paper; letterheads; computer paper; NCR forms; stationery, tablet sheets; data tab cards; file folders; any catalogs (glossy paper is OK); envelopes (plastic windows are OK); magazines; newspaper; fax paper; phone books; ream wrappers; books. Don't worry about staples, paper clips, and rubber bands in with the paper.

You may not know this: If your department has boxes of brochures or flyers to recycle, you can *leave them in the box* when you bring them to Shipping.

Cleanup Week vacuum cleaner requests

If you would like to vacuum your area during Cleanup Week or before the vacuuming company arrives, Housekeeping is giving everyone the opportunity to sign a vacuum out.

Please follow the procedures listed below:

- Call the Housekeeping Department at ext. 499.
- Provide ONE DAY ADVANCE NOTICE.
- Provide date vacuum is needed, time of pick up and time of drop off.
- Pick up vacuum and sign it out.
- Return vacuum and sign the vacuum back in.

Please note that the availability of vacuum cleaners is limited; therefore, it is necessary to follow the above procedures. *(The Housekeeping Department is on the ground floor by the mailroom.)*

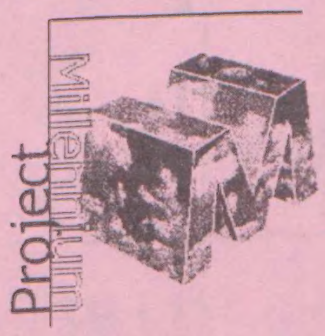
Fabulous Prizes and Parting Gifts

Whether your department is already meeting the new cleanliness standards or you have dramatically improved your areas, you can be rewarded for your hard work! Teams from the Facilities Advisory Group will be inspecting all departments throughout the Museum during Cleanup Week. We will look to find departments who have successfully managed to meet our new cleanliness standards (no papers or boxes on the floor, no large stacks of papers, excess junk gone, etc.). All departments or divisions within larger departments which have met our criteria will be eligible to enter a drawing for prizes!

Grand Prizes:
Massages
Pizza Parties

Each person who was involved in improving or maintaining the cleanliness of the departmental areas could be rewarded! **Prizes will be awarded during the week of January 17.**

Don't miss out on this opportunity to help us to manage our pest problem, remove unwanted and unused items, begin spring cleaning early, and to **be rewarded for your efforts**!



FREE FAMILY FUN!

PROJECT MILLENNIUM FAMILY CELEBRATION

Start the New Year at Navy Pier!

Friday, January 1st
Noon to 6 pm

A full afternoon of family entertainment – children's theatre, comedy improv, hands-on activities, and more! Special fireworks show begins at 6 pm. Find out more about Project Millennium's 1000 public programs in 1999. We can't start the future without you!

For more information call Project Millennium at 312.322.8889
Or visit our web site at **www.ProjectMillennium.org**

1999

January

1999

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Underground Adv. Training - 8am to 4pm - Clrm A MTW - 1pm to 6pm - LH 2 **31**					1	2
3	Volunteer Training - Origins - 5pm to 10pm - Clrm A MTW - 5pm to 8pm - LH 2 **4**	Employee Benefits Meetings - 7am to 4pm - Mont. Ward Hall MTW - 5pm to 8pm - LH 2 **5**	Motorcycle Film - 10am to 5pm - Mont. Ward Hall MTW - 5pm to 8pm - LH 2 **6**	Health & Benefits Fair - 8am to 4pm - LH 2 Museology - 12:30pm to 4pm- Clrm B MTW - 5pm to 8pm - LH 2 **7**	Motorcycle Film - 10am to 5pm - Mont. Ward Hall MTW - 5pm to 8pm - LH 2 **8**	Bristol-Myers Squibb - 9:30am to 10:30am - LH 2 MTW -10am to 3pm-Clrm C Dinosaurs and More - 11am to 3pm - LH 1 & 2 and Clrm A **9**
Dinosaurs and More - 11am to 3pm - LH 1 & 2 and Clrm A **10**	Finance Dept. - All Day - Clrm C Dinosaurs and More - 10am to 1pm - LH 1 & 2 and Clrm A MTW - 5pm to 8pm - LH 2 Nature Camera Club - 7:30pm to 11pm - Mont. Ward Hall **11**	Finance Dept. - All Day -Clrm C Egypt Program - 9am to 12(n) - Mont. Ward Hall MTW - 5pm to 8pm - LH 2 **12**	Finance Dept.until 5pm -Clrm C Motorc.10am to 4:30pm - LH 1 Monsanto -1pm to 3pm - Clrm A Prudential Invest. - 4pm to 5pm - Clrm A and LH 2 Staff Movie Night - 4:30pm to 9pm - Mont. Ward Hall MTW - 5pm to 8pm - Clrm C **13**	Finance Dept. - All Day -Clrm C Chicago Park Dist. - 9am to 5pm - Clrm A Museology - 12:30pm to 4pm- Clrm B Cartier Mtg - 1pm to 2pm- LH 2 MTW - 5pm to 8pm - LH 2 **14**	Finance Dept. - All Day -Clrm C Women's Board - 8am to 5pm - LH 2 Motorcycle Film - 10am to 5pm - Mont. Ward Hall MTW - 5pm to 8pm - LH 2 **15**	Motorcycle Programming - 8am to 5pm - Mont. Ward Hl MTW - 10am to 3pm - LH 2 **16**
Educator's Overnight - 8am - 5pm - LH 2 Motorcycle Film Prog - 10am to 4pm - Mont. Ward Hall Educator's Overnight -5pm - 9am (next day) ALL ROOMS **17**	Exhibit Recording Session - 8am to midnight - LH 2 **18**	M. Miller - 8am to midnight - LH 2 Egypt Program - 9am to 12(n) - Mont. Ward Hall **19**	Motorcycle Film - 10am to 5pm - Mont. Ward Hall MTW - 5pm to 8pm - Clrm C **20**	Museology - 12:30pm to 4pm- Clrm B MTW - 5pm to 8pm - LH 2 **21**	Women's Board - 8am to 4pm - LH 2 Motorcycle Film - 10am to 4pm - Mont. Ward Hall EDUCATION OVERNIGHT - 5:45pm to 9am next day (All rooms) **22**	PIP / DCFS - 8am to 2pm - Clrms A, B, and C Lecture - 1pm to 6pm - LH 2 **23**
MTW - All Day & Night - LH2 **24**	Teachers Symposium: Origins - 4pm to 9pm - Mont. Ward Hall & Foyer MTW - 5pm to 8pm - LH 2 **25**	Women's Brd- 7amto5pm -LH2 C. Sulkin - 8am to 11:45am - Clrm A Wendy Jackson-Educ. - 9am to 11:30am - Mont. Ward Hall Zoology-9am to 4pm-Clrm B MTW - 5pm to 8pm - LH 2 **26**	Motorcycle Film - 10am to 5pm - Mont. Ward Hall MTW - 5pm to 8pm - Clrm C **27**	Booz, Allen & Hamilton - 7am to 7pm - Clrms A & C Museology - 12:30pm to 4pm- Clrm B MTW - 5pm to 8pm - LH 2 **28**	Booz, Allen & Hamilton - 7am to 7pm - Clrms A & C Elgin Schools / Dist. 46 Wkshops - 9am to 3pm-LH 2 Motorcycle Film - 10am to 5pm - Mont. Ward Hall MTW - 5pm to 8pm - LH 2 **29**	Navajo Lecture - 10am to 3pm - Mont. Ward Hall **30**

INTER-OFFICE CORRESPONDENCE

15 December 1998

To: John McCarter, President

From: William Burger
Botany Department

Regarding: **Something about the Swedish Exhibit.**

I prefer spending sundays slogging through swamps or photographing prairies. But from time-to-time my wife insists that I join her and our daughter at sunday morning church service. So it was on December thirteenth that I was marched off to church. I survive these experiences by using several strategies, among them is taking mental field trips to far-distant lands if the sermon proves uninteresting. But this time such imaginary excursions were thwarted. The preaching minister began the sermon by describing a recent visit to **Field Museum.**

Perhaps I shouldn't have been surprised. Our Lutheran congregation was begun by Swedish immigrants; on this sunday the service celebrated the Swedish tradition of Santa Lucia; and our preacher had come to Field Museum to see the Swedish exhibit. While describing her visit briefly and positively, it was the storage closet that she focused on as an important element of her sermon. Looking through the narrow window, and hearing the account of how family possessions had been carefully preserved and passed down from generation to generation, made a deep impression. It was this tradition that became a major theme in her sermon.

What a great example, I thought, of how multidimensional the museum experience can be. Who would have thought that a dark storage closet might make so profound an impression. Obviously, such cultural exhibits can affect our visitors in way that dinosaurs can not. Likewise, I've been surprised by the number of people who told me how much they were moved by the Varian Fry exhibit. By hosting such cultural exhibits we serve our community in a way no other medium can.

cc: Alaka Wali, Sophia Shaw

SPECIMEN CARE AND HANDLING 101

By William Grewe-Mullins

With many thanks to all from whom I have learned.

- No eating, drinking or smoking anywhere near collections areas or specimens. *Do not lick specimens.*
- Please wear gloves whenever handling specimens. *Give your mother a call.*
- Collections management will supply appropriate archivally acceptable materials for storage and transport of collections. *Eat your vegetables.*
- Wash hands before and after handling specimens. *Wash behind your ears.*
- Be careful of rings, watches, ID cards, or anything that might catch or snag specimens. *Sit up straight. Don't slouch.*
- Whenever moving a specimen, make sure that it is returned to the exact location that it came from. If moving a specimen to a research area outside of the room where it is stored use a specimen removal card. A copy should be left with the specimen, the original location, and the collections manager. *Share with others.*
- Examine specimens closely before handling. If a specimen looks too weak to handle, don't handle it. *Rome wasn't built in a day.*
- Lift specimens by storage mounts or boxes first. Leave on mount whenever possible. *Take only pictures, leave only footprints.*
- Handle specimens firmly, but not tightly. Be certain of your grip. *Only you can prevent forest fires.*
- Carry only one specimen at a time. When moving any object, be certain of where you are going with it. *If you don't know where you are going, you can't get lost.*
- Use both hands for large or heavy objects. Lift from underneath. Get help with very large specimens. Lift with your legs, not your back. If you hurt yourself, stop. *Again, eat your vegetables.*
- If a specimen has an obvious handle, do not use it to lift the specimen, as it may be weak. Do not dry fire guns. *No sword fights in collection areas.*
- When working closely with specimens, use pencil. Use a cloth measuring tape to measure specimens. *Eat to live, don't live to eat.*
- Avoid bending or flexing specimens, especially textiles, paper or skins. Do not pull a flat specimen out from the bottom of a pile of other specimens. Lift off the specimens, and replace in the same order as they were found. If a specimen says "no," listen to it. *Moderation in all things.*
- Do not play musical instruments in the collections. They have not been maintained in playable condition. *Don't run with scissors.*
- Be cautious when handling specimens with old repairs. These areas may be weak. *Put on a jacket. And a scarf wouldn't kill you either.*
- Use padded tables for examination and padded carts for transport. Do not allow specimens to knock against each other during transport. Use appropriately padded mounts for photography. Use foam wedges behind objects. Never overload any cart, table or photo setup. Watch for vibration when rolling carts over cords, cracks in the floor, entrances to elevators, or any uneven surface. *Juggling specimens is strictly forbidden.*
- When photographing collections, leave photo lights off as much as possible to avoid prolonged exposure to light. *Read a good book now and then.*
- Use caution when using ladders in collections. When moving ladders and carts, watch out for specimens that may be sticking out beyond the end of shelves. *Sleep is the best medicine.*
- If any damage occurs, please notify a staff member immediately. Watch for insect activity. *If you meet a bear in collections, run the other way.*
- Personal bags and purses are not allowed in storage areas. Storage lockers will be provided for personal property. Carts will be provided for transport of research materials into the collection areas. *This, above all, to thine own self be true.*

William Grewe-Mullins is Associate Collections Manager, Anthropology Dept., The Field Museum, Chicago, IL.

Submitted by **John McCarter**
Reprinted from *Registrars' Quarterly*, Fall 1998

New Handicapped Accessible parking spaces designated on Solidarity Drive

According to the Shedd Aquarium, the first three parking meters on Eastbound Solidarity Drive (on the South or harbor side of the street) have been designated as accessible parking spaces. Consequently, only vehicles displaying accessible placards or license plates are permitted to park in those places. The signs designating these spaces are easily overlooked, and it is possible that staff who are accustomed to using the meters may not notice the new signs.

Benefits update

If you haven't received your open enrollment materials yet, you will soon!

Remember to:

- Return open enrollment forms to Human Resources by **January 14, 1999.**
- Complete a new dental enrollment form (even if you are staying on the HMO).
- Complete a Blue Cross and Blue Shield "Application and Policy Change" form if you are making any changes to your health insurance.

* ***Important benefits dates!*** *

- **Tuesday, January 5, 1999** – Delta Dental will be here to provide informational meetings regarding the new dental insurance. Plan to attend a meeting in Montgomery Ward Hall at either 8 a.m., 11 a.m. or 3 p.m.
- **Thursday, January 7, 1999** – The Annual Health and Benefits Fair will be in Lecture Hall 2 from 9 a.m. until 3 p.m. **Don't miss mini-massages, a visit to the podiatrist, great raffle prizes and questions on your benefits.**

Submitted by **Carole Kasarda**

RTA pre-tax voucher reminder

Monthly deductions for pre-tax RTA vouchers will begin with the last check in January (January 29). You will receive your voucher with the following paycheck (February 12). This benefit allows you to pre-tax up to $65 per month for your public transportation expenses. The vouchers can be used for Pace, CTA, Metra and South Shore passes.

Pre-taxing the benefit means that the money comes out of your check before taxes are applied. The IRS limits the amount of pre-tax transportation benefits to $780 a year. We are beginning the benefit in 1999 so that keeping track of this maximum will be easier.

Stop by the Human Resources Department to sign up or call **Carole Kasarda** at ext. 529 for more information.

Submitted by **Carole Kasarda**

$$ FINANCE FORUM $$

BEST WISHES FOR A HAPPY NEW YEAR

TO ONE AND ALL FROM THE FINANCE DEPARTMENT

FAN MAIL

Dear Coordinator of Volunteers,

I would like to express my appreciation of the treatment I received from your volunteers during a visit to the Field on November 26, the day after Thanksgiving. I am a volunteer at the Canadian Museum of Civilization in Hull, Quebec, across the river from Ottawa, Ontario. We were staying with friends in Evanston and I decided to visit your museum again – as I have been there several times already.

I wore my identification tag and was admitted free – a courtesy I hope we can extend to any of your volunteers who should visit the C.M.C. After being given a city visitor's guide and a museum guide by the volunteer on the info booth, I approached a volunteer who was waiting for a "pick-up" tour group to assemble. Unfortunately no group gathered, in spite of the large number of visitors. When I asked directions to the Northwest Coast exhibit the volunteer, **Marita Maxey**, offered to take me around the exhibit of [Northwest] Coast and Inuit Peoples. I was given a personal tour by Marita and was delighted to see several scenes of Kwagaintle areas and art that I was familiar with. She also pointed out the reference room you have on native peoples and I visited there after lunch. The volunteer librarian there told me at length about your facilities and we ended up having a discussion of our various tastes in detective novels. She mentioned that her husband was on duty in the Pawnee Earth Lodge, and so I visited that interesting structure as well and he filled me in on the structure and function of that dwelling. All of these people gave me a lot of their time and made my visit a delightful experience.

I hope you can find time to thank personally these vital volunteer guides for their time, expertise and effort on my behalf.

Yours truly,
David J. Ross
Nepean, Ontario, Canada

Submitted by **Patti Stratton**

To **Paula Ramos**, Education:

We just came back to Wisconsin from your Field Museum in Chicago. I can't tell you enough how kind, thoughtful, and very special you were to us down there! You made our trip something very wonderful. The kids, my husband, and I just had a wonderful time! Thank you again!!

Sincerely,
The Rose Family
Racine, Wisconsin

Submitted by **Dina Zissimopoulos**

To **Sue Stott**, Education:

Thank you for giving me the book "Giant Dinosaurs." My son really loves it. I was visiting The Field Museum and thought I could purchase some of the books the Museum had on display. Come to find out the children were trading for them. The attendant was gracious enough to give me a book for my son back in Ohio. . . . I thought it was really great what you were doing for the children. Thanks again.

Lila Miller
Montezuma, Ohio

Submitted by **Dina Zissimopoulos**

Natural News

The *Natural News* is edited by **Rodger Patience** in the Development office (ext. 617, patience@fmnh.org) and **Erica Kelly** in the Finance Department (ext. 584, ekelly@fmnh.org). Submissions are welcome via e-mail or on disk in Microsoft Word or WordPerfect format. The deadline for submissions is Tuesday at noon. Remember – write early and often!